

This is a COMBINED SYNOPSIS/SOLICITATION for commercial items prepared in accordance with the information in FAR Subpart 12.6, using Simplified Acquisition Procedures under the test program for commercial items found at FAR 13.5, as supplemented with the additional information included in this notice. This announcement constitutes the only solicitation; a written solicitation will not be issued. PAPER COPIES OF THIS SOLICITATION WILL NOT BE AVAILABLE. This combined synopsis/solicitation SHALL be posted on both FEDBIZOPPS and NECO (<https://www.neco.navy.mil/>).

This requirement was first advertised as Sources Sought Notice **N0969716RC034** on Mar. 29, 2016.

The RFQ number is **N68836-16-T-0335**. This solicitation documents and incorporates provisions and clauses in effect through FAC 2005-88 and DFARS Publication Notice 20160630. It is the responsibility of the contractor to be familiar with the applicable clauses and provisions. The clauses may be accessed in full text at these addresses: <https://www.acquisition.gov/far/> and <http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html>. The NAICS code is **541611** and the Small Business Standard is \$15.0M. The proposed contract is 100% set aside for small business concerns. The Small Business Office concurs with the set-aside determination.

The NAVSUP Fleet Logistics Center Jacksonville Regional Contracting Department requests responses from qualified sources capable of providing the following line items:

0001- Response Task Force (RTF) Support Services to be delivered in accordance with the Performance Work Statement, Quantity: 6 months

1001- Response Task Force (RTF) Support Services to be delivered in accordance with the Performance Work Statement, Quantity: 12 months (Option Year One)

2001- Response Task Force (RTF) Support Services to be delivered in accordance with the Performance Work Statement, Quantity: 12 months (Option Year Two)

The Period of Performance is 17 September 2016 through 17 March 2017 and (2) one-year option periods: Option Period One: 18 March 2017 – 17 March 2018
Option Period Two: 18 March 2018 – 17 March 2019.

The Place of Performance is Commander, Navy Region Southeast (CNRSE)-NAS Jacksonville, Florida.

The following FAR provisions and clauses are applicable to this procurement:

CLAUSES INCORPORATED BY REFERENCE

52.203-3	Gratuities	APR 1984
52.204-7	System for Award Management	JUL 2013
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-13	System for Award Management Maintenance	JUL 2013
52.209-2	Prohibition on Contracting with Inverted Domestic Corporations--	NOV 2015
52.209-5	Certification Regarding Responsibility Matters	OCT 2015
52.212-1	Instructions to Offerors--Commercial Items	OCT 2015
52.212-3	Offeror Representations and Certifications – Commercial Items (See instructions under the Addendum to FAR 52.212-1 and Attachment III of this solicitation)	OCT 2015
52.212-4	Contract Terms and Conditions--Commercial Items	MAY 2015
52.212-5	Contract Terms and Conditions Required to Implement Statutes or Executive Orders – Commercial Items	MAR 2016

	THE FOLLOWING CLAUSES ARE APPLICABLE UNDER FAR 52.212-5:	
52.203-6	Restrictions on Subcontractor Sales to the Government	SEP 2006
52.203-13	Contractor Code of Business Ethics and Conduct	APR 2010
52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards	OCT 2015
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	OCT 2015
52.209-9	Updates of Publicly Available Information Regarding Responsibility Matters	JUL 2013
52.219-6	Notice of Total Small Business Set-Aside	NOV 2011
52.219-8	Utilization of Small Business Concerns	OCT 2014
52.219-14	Limitations on Subcontracting	NOV 2011
52.219-28	Post Award Small Business Program Representations	JUL 2013
52.222-3	Convict Labor	JUN 2003
52.222-21	Prohibition of Segregated Facilities	APR 2015
52.222-26	Equal Opportunity	APR 2015
52.222-35	Equal Opportunity for Veterans	OCT 2015
52.222-36	Equal Opportunity for Workers with Disabilities	JUL 2014
52.222-37	Employment Reports on Veterans	FEB 2016
52.222-40	Notification of Employee Rights Under the National Labor Relations Act	DEC 2010
52.222-50	Combating Trafficking in Persons	MAR 2015
52.223-18	Encouraging Contractor Policies to Ban Text Messaging while Driving	AUG 2011
52.232-33	Payment by Electronic Funds Transfer – System for Award Management	JUL 2013
	END OF CLAUSES APPLICABLE UNDER FAR 52.212-5	
52.219-4	Notice of Price Evaluation Preference for Hubzone Small Business Concerns	OCT 2014
52.222-22	Previous Contracts and Compliance Reports	FEB 1999
52.222-25	Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions	OCT 2015
52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
252.201-7000	Contracting Officer's Representative	DEC 1991
252.203-7000	Requirements Relating to Compensation of Former DoD Officials	SEP 2011
252.203-7002	Requirement to Inform Employees of Whistleblower Rights	SEP 2013
252.203-7005	Representation Relating to Compensation of Former DoD Officials	NOV 2011
252.203-7996(Dev)	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements-Representation (Deviation 2016-O0003)	OCT 2015
252.203-7997(Dev)	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements (Deviation 2016-O0003)	OCT 2015
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 ALT A	System for Award Management Alternate A	FEB 2014
252.204-7007 ALT A	Alternate A, Annual Representations and Certifications	JAN 2015

252.204-7008 (Dev)	Compliance with Safeguarding Covered Defense Information Controls	OCT 2015
252.204-7009	Limitations on the Use or Disclosure of Third-Party Contractor Reported Cyber Incident Information	AUG 2015
252.204-7011	Alternative Line Item Structure	SEP 2011
252.204-7012	Safeguarding Covered Defense Information and Cyber Incident Reporting.	SEP 2015
252.222-7007	Representation Regarding Combating Trafficking in Persons	JAN 2015
252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	JUN 2012
252.232-7006	Wide Area Workflow Payment Instructions	MAY 2013
252.232-7010	Levies on Contract Payments	DEC 2006
252.239-7001	Information Assurance Contractor Training and Certification	JAN 2008
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.243-7002	Requests for Equitable Adjustment	DEC 2012
252.244-7000	Subcontracts for Commercial Items	JUN 2013
252.246-7003	Notification of Potential Safety Issues	JUN 2013

CLAUSES INCORPORATED BY FULL TEXT

ADDENDUM TO 52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (OCT 2015)

Offerors need only submit a signed quote by the solicitation closing that 1) shows the Offeror is not taking exception to any solicitation term; 2) includes the Representations and Certifications contained in the provisions; and 3) includes unit prices and total prices for all line items and sub line items for which the Navy is soliciting a price.

Offerors **shall** complete the following attachments and submit with quote:

1. Attachment II- DD 254
NOTE: The Offeror **does not** sign Block 16e of the DD 254. This block will be signed by the **FSO**.
2. Attachment III- FAR 52.212-3, Offeror Representations and Certifications- Commercial Items (Apr 2016)

3. Offerors shall submit a total compensation plan setting forth salaries and fringe benefits proposed for the professional employees who will work under the contract in accordance with FAR 52.222-46, Evaluation of Compensation for Professional Employees (Feb 1993). (Attachment IV)
4. Attachment V- FAR 52.209-11, Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction Under Any Federal Law (Feb 2016)

OFFERORS SHOULD NOT SUBMIT ANY ADDITIONAL INFORMATION WITH THEIR QUOTE.

After the solicitation closing date, the Contracting Officer may require an Offeror to promptly submit information to demonstrate the Offeror is responsible. (See 52.212-2).

Quotes **shall be e-mailed to tiffany.e.brown@navy.mil** no later than the date and time specified in the solicitation. Submission of “late” quotes will not be accepted.

All quotes sent in response to this solicitation shall reflect the following information in the Subject line of the e-mail:

1. Solicitation Number: N68836-16-T-0335 RTF Planner Support Services

All questions shall be emailed within five (5) working days after release of the Request for Quote (RFQ) to allow the Navy adequate time to prepare and issue responses to all Offerors prior to the date and time set for receipt of offers. It is the government’s intention that questions and responses will be distributed electronically to all Offerors via amendment/s to the RFQ.

Questions need to include the document name, document date, specific page, paragraph, clause or other definitive citation requiring clarification.

Inquiries and questions on this RFQ shall be in writing and emailed to the Contract Specialist at: tiffany.e.brown@navy.mil, by 4:00 P.M. EST July 14, 2016. Questions after this date will **NOT** be answered. NO PHONE CALLS WILL BE ACCEPTED.

Pricing shall be firm-fixed pricing and include all labor, material, and consumables required to perform the work listed in the performance work statement and shall be structured in accordance with the line items structure identified in the combined synopsis solicitation. **Offerors shall include proposed price for travel in firm-fixed price quote.**

Offerors are hereby notified that the Government may post additional information to the web site relating to this solicitation (e.g. responses to questions, amendments, etc.). It is the Offeror’s responsibility to check the web site for any such information.

Font size for all offers material shall be 12 pitch. Text lines shall be spaced at no less than (single space). Font size may be less than 12 pitch if material is pre-printed graphs or charts.

End of Addendum

52.212-2 EVALUATION--COMMERCIAL ITEMS (OCT 2014)

Award Consideration

The Government will make a single award using the low price technically acceptable ("LPTA") source selection. The Government intends to award on initial offers but reserves the right to conduct discussions.

To be determined technically acceptable, an Offeror must submit a quote that does not take exception to any terms of the solicitation. The Contracting Officer will use the following rating table:

<u>Rating</u>	<u>Description</u>
Acceptable	Quote does not take exception to any term of solicitation and therefore clearly meets the requirements of the solicitation.
Unacceptable	Quote takes exception to a solicitation term(s) and therefore does not clearly meet the requirements of the solicitation.

Note: The proposed method of procurement will be a 100% small business set-aside in accordance with FAR 19.5.

Price will be evaluated by totaling the prices for all line items and subline items, including options, for which the Government has requested the Offeror provide a price. The pricing used for the option under FAR 52.217-8 will be based on one-half of the previous option year's pricing.

An award will only be made to an Offeror that satisfies the general responsibility standards of FAR 9.104-1.

The Contracting Officer may either make a responsibility determination without requesting any information from an Offeror or require the Offeror provide information to substantiate that it satisfies the general responsibility standards of FAR 9.104-1. The particular information requested from an Offeror will be specific to that Offeror. For example, an Offeror that the Contracting Officer is less familiar with may be required to provide information not required from another Offeror. The Contracting Officer may consider an Offeror's inability to promptly respond to a request for information as an indication the Offeror is nonresponsible since FAR 9.103(c) obligates prospective Contractors to affirmatively demonstrate their responsibility.

When the Contracting Officer requests responsibility information, the Contracting Officer's request, the Offeror's response, and all related communications between the Government and Offeror are solely for the purpose of determining whether the Offeror is responsible. These communications will not constitute discussions within the meaning of FAR 15.306 since the Offeror will not be given an opportunity to revise its proposal.

While the Contracting Officer may require the Offeror to provide any information related to the standards at FAR 9.104-1, the following are examples of information that may be required:

1. A demonstration, through information such as bank references and financial information (e.g., most current annual balance sheet), that the Offeror has adequate financial resources to perform the contract.
2. A demonstration the Offeror's price is not so low as to call into question the Offeror's capability to successfully perform the contract.
3. Contractors shall have a satisfactory performance record. A prospective Contractor shall not be determined responsible or non-responsible solely on the basis of a lack of relevant performance history in accordance with FAR 9.104-1 (c).
4. A demonstration the Offeror can comply with the required performance schedule, including a transition plan.
5. A demonstration the Offeror has, or can obtain, the organizational, management and technical skills to successfully perform. This demonstration may involve the particular personnel and approaches available to the Offeror.
6. The Offeror's quality assurance procedures.
7. The equipment and facilities the Contractor will use.
8. Contractors shall have a satisfactory record of integrity and business ethics in accordance with FAR 9.104-1(d).
9. Completion of the Representations and Certifications under 52.212-3 Alt I contained in this solicitation.
10. A demonstration the Offeror isn't an inverted domestic corporation.
11. A demonstration the Offeror has all registrations, permits and licenses required to perform the contract in the location for which the Offeror is proposing.
12. In the event the Offeror is a joint venture, a Memorandum of Association which indicates who has the authority to bind the company

Nothing in this provision limits the Contracting Officer's discretion to rely on information available from other sources (e.g., past performance data bases, discussions with other entities familiar with the Offeror) or to use any other technique described FAR 9.1 when determining whether the Offeror satisfies the FAR 9.104-1 general responsibility standards.

In accordance with FAR 9.104-3(d), upon making a determination of nonresponsibility with regard to a small business concern, the Contracting Officer shall refer the matter to the Small Business Administration, which will decide whether to issue a Certificate of Competency.

(End of Provision)

52.217-5 EVALUATION OF OPTIONS (JUL 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

(End of provision)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor 5 days prior to contract expiration.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 5 days of contract expiration provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 10 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 54 months.

(End of clause)

52.233-2 SERVICE OF PROTEST (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

NAVSUP FLC Jacksonville
Attn: Contracting Officer
110 Yorktown Ave, 3rd Floor
Jacksonville, FL 32212-1095
Phone: (904) 542-1089

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

FAR Provisions: <http://acquisition.gov/far/>

DFARS Provisions: <http://www.acq.osd.mil/dpap/dars/dfarspgi/current/>

(End of Provision)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

FAR Clauses: <http://acquisition.gov/far/>

DFARS Clauses: <http://www.acq.osd.mil/dpap/dars/dfarspgi/current/>

(End of clause)

5252.243-9400 AUTHORIZED CHANGES ONLY BY THE CONTRACTING OFFICER (JAN 1992)

- (a) Except as specified in paragraph (b) below, no order, statement, or conduct of Government personnel who visit the Contractor's facilities or in any other manner communicate with Contractor personnel during the performance of this contract shall constitute a change under the "Changes" clause of this contract.
- (b) The Contractor shall not comply with any order, direction or request of Government personnel unless it is issued in writing and signed by the Contracting Officer, or is pursuant to specific authority otherwise included as a part of this contract.
- (c) The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract and notwithstanding provisions contained elsewhere in this contract, the said authority remains solely with the Contracting Officer. In the event the Contractor effects any change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in charges incurred as a result thereof. The address and telephone number of the Contracting Officer is:

NAME: Contracting Officer

ADDRESS: 110 Yorktown Avenue, Jacksonville, FL

32212 TELEPHONE: 904-542-1166

(End of Clause)

This announcement will close at 04:00 PM (Eastern) on Friday, August 5, 2016.

Contact: Tiffany Brown who can be reached at (904) 542-1199 or tiffany.e.brown@navy.mil
All responsible sources may submit a quote which shall be considered by the agency.

System for Award Management (SAM). Quoters must be registered in the SAM database to be considered for award. Registration is free and can be completed on-line at <http://www.sam.gov/>.

All quotes shall include price(s), a point of contact, name and phone number, business size, and payment terms. Quotes over 10 pages in total will not be accepted by facsimile. Each response must clearly indicate the capability of the quoter to meet all specifications and requirements.

Attachment(s):

Attachment I- Performance Work Statement

Attachment II- DD 254

Attachment III- FAR 52.212-3, Offeror Representations and Certifications-Commercial Items (Apr 2016)

Attachment IV- FAR 52.222-46, Evaluation of Compensation for Professional Employees (Feb 1993)

Attachment V- FAR 52.209-11, Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction Under Any Federal Law (Feb 2016)

***** End of Combined Synopsis/Solicitation *****